



Confidential

Board Meeting Agenda, Friday 26 January 2018
Tāmaki Makaurau Boardroom, L8 139 Quay Street

OPEN AGENDA					
1	Apologies	To Note	1.30 p.m.	1 mins	
2	Open Minutes 25 August 2017 and Open Action Tracker, Nick Hill	To Approve	1.31 p.m.	2 mins	
3	Directors Interest Register, Conflicts of Interest Declaration, David McConnell	To Note	1.33 p.m.	2 mins	
4	Chief Executive's Activity Report, Nick Hill	To Note	1.35 p.m.	15 mins	
	Close of Meeting		1.50 p.m.		

BOARD MINUTES

What:	Minutes of a Meeting of Board of Directors of Auckland Tourism Events and Economic Development Limited
Where:	Tamaki Makaurau Boardroom, L8 139 Quay Street, Auckland
When:	Friday, 24 November 2017 at 1.32 p.m.
Directors:	David McConnell Danny Chan Stuart McCutcheon Mike Taitoko Helen Robinson (via teleconference) Glenys Coughlan Evan Davies Sir Pita Sharples (Board Consultant)
Apologies:	None
In Attendance:	Nick Hill, Chief Executive Tim Kingsley-Smith, Company Secretary Joy Buckingham, Chief Financial Officer Avika Singh, Finance Manager
Public & Media Attendance:	N/A

Background

- A. David McConnell was appointed as Chairperson for the meeting.
- B. It was noted that the quorum is a majority of the directors (12.9 of the Constitution) and there currently being seven directors, a quorum of Directors was present. It was noted that each Director had been given proper notice of the meeting.

Meeting Business

1. Apologies

There were no apologies.

2. Minutes of Previous Meeting and Action Tracker

The Board discussed the draft minutes of the meeting held on 25 August 2017 and the Open Action Tracker.

The Board **approved** the minutes of the meeting held on 25 August 2017 and confirmed the minutes were a true and correct record.

3. Register of Directors' Interests and Conflicts of Interests Declaration

The Board **noted** the Directors' interests register.

4. Chief Executive's Activity Report

Nick Hill spoke to the paper. The key points discussed were:

- The Board and Management discussed the recent Tripartite Economic Summit in Guangzhou, China. Management confirmed that feedback from Mayor Goff and Councillors that attended the summit was positive and that the three cities had all agreed to sign up for three more years of Tripartite Economic Summits.
- The Board noted that a security guard was assaulted at the recent Diwali Festival and requested that the Health & Safety and Remuneration Committee review the incident and advice on process and adequacy of the training provided. (**ACTION POINT – Health and Safety & Remuneration Committee**).

Following the conclusion of discussions, the Board **noted** the paper.

5. Finance Report

Joy Buckingham and Avika Singh spoke to the paper. The key points discussed were:

- Management noted that a section on receivables and the level of debtors had been added into the Finance Report.

Following the conclusion of discussions, the Board **noted** the paper.

The Chairperson declared the meeting closed at 2.07 p.m.

SIGNED by the Chairperson as an accurate record of the meeting:

Chair

Date

ATEED Board Interests and Conflicts Register

Director	Interests and Conflicts
David McConnell	Managing Director, McConnell Group Deputy Chair, Committee for Auckland Board Member, University of Auckland's Business School Advisory Board Director, Future Schools Partners GP Limited (5625905) Director, Future Schools Partners GP 1 Limited (5616086) Director, H Construction Schools 2 PPP Limited (5508209) Director, Malcolm Nielson Limited (5879529) Director, Ascot Parade Limited (2157240) Director, C 60 Display Limited (2247276) Director, Mc (Jervois) General Partner Limited (5486582) Director, Malcolm Custodian Limited (5892176) Director, What Comes Next Limited (5860568) Director, H Construction North Island Limited (175077) Director, H Construction Hobsonville Limited (3893218) Director, Ayrlires Parklands Limited (1646167) Director, H Plant Limited (3691839) Director, H Construction North Island Group Limited (3873056) Director, H Infrastructure Holdings Limited (5995672) Director, London Group Holdings Limited (634236) Director, BPB Plasterboard Limited (1644304) Director, Titanium Park Development Limited (1731580) Director, Orange H Group Limited (3691741) Director, Projects (M.I.L.) Limited (606848) Director, Mcconnell Group Limited (6106847) Director, Newquay Infrastructure Investments Limited (6106950)

	<p>Director, H Infrastructure Limited (3691835) Director, Addison Group Limited (3377631) Director, Hawkfleet Limited (3329470) Director, Addison Developments Limited (855954) Director, HUC Limited (826148) Director, Blackpool Services Limited (6106907) Director, Leeds Construction Limited (6106928) Director, Mariner Rise Limited (1897890) Director, 429 Limited (882429) Director, Spiral Welded Pipes Limited (599333) Director, Mcconnell Property Services Limited (2093843) Director, Orange H Management Limited (3691975) Director, H Construction N.I. Limited (3874817) Director, Wilkins & Davies Limited (5860549) Director, Learning Infrastructure Partners Gp 1 Limited (5862845) Director, Beaumont Park Limited (1892636) Director, Mcconnell Developments Holdings Limited (2066570) Director, Orange H Construction Limited (3723877) Director, H Construction Group Limited (3746315) Director, MTC Land Investments Limited (5452582) Director, Steelpipe Limited (49280) Director, Citygate Limited (2072237) Director, McConnell Developments Limited (886504) Director, Galleon Limited (597939) Director, H Infrastructure (NZ) Limited (5995721) Director, MP Shelf Company 2002 Limited (1231221) Director, McConnell Funds Management Limited (2396949) Director, Learning Infrastructure Investment Limited (3765221) Director, Element NZ Limited (2163263)</p>
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	<p>Director, McConnell Property Limited (2396928) Director, H Construction South Island Limited (3691841) Director, McConnell GP No. 1 Limited (2478228) Director, The Shooting Box Limited (866096) Director, Arnot Investments Limited (3945959) Director, McConnell Limited (634938) Director, Shelf Company 2012a Limited (401431)</p> <p>Party to a Deed of Indemnity and Undertaking between the Director and the Company and an insured party under a Directors and Officers Liability Insurance Policy and a Defence Costs Insurance Policy arranged and funded by the Company</p>
Director	Roles & Responsibilities outside of ATEED
<p>Evan Davies</p>	<p>Director, Kimono Capital Limited (6341449) Director, Long Bay Village Limited (5830034) Director, Todd Property Group Limited (2291506) Director & Shareholder, Welch Securities Limited (1122606) Director, Long Bay Communities Limited (1415659) Director, Stonefields Communities Limited (1025439) Director, Okura Holdings Limited (1512475) Director, Long Bay Farming Limited (1560352) Director, Ngunguru Coastal Holdings Limited (1285296) Director, Ngunguru Coastal Investments Limited (1570675) Director, Tall Oaks Holdings Limited (1968803) Director, Todd Land Holdings Limited (2152132) Director, Todd Th Limited (1875941) Director, Lld Limited (1308103) Director, Paris Magdalinos Architects Limited (1941004) Director, Todd Property Pegasus Development Limited (4857639)</p>

	<p>Director, Todd Capital Limited (936395) Director, Todd Winegrowers Limited (2152133) Director, Todd Property Usa Limited (3912181) Director, Altera Apartments General Partner Limited (4566279) Director, Stonefields Development Limited (3692395) Director, Panuku Development Auckland Limited (3089645) Director, Todd Property Pegasus Town Limited (4126839) Director, Todd International Investments Limited (1017227) Director, Pegasus Town R24 Limited (4869619) Director, Win Limited (6192307) Director, Nel Farms Limited (4969859) Director, Tc Farms Group Limited (5477244) Director, Todd Property Ormiston Town Centre Limited (3027783) Director, Todd Property Napier Hill Limited (3483383) Director, Todd Property Huapai Development Limited (5293201) Director, Pegasus Town R23 Limited (4868161) Director, Ilico Apartments General Partner Limited (4757340) Director, Todd Property Stonefields Apartments Limited (3736202) Director, Todd Property Albany Development Limited (3808876) Director, Saltus Apartments General Partner Limited (3809036) Director, Titanium Park Development Limited (1731580) Director, Kapiti Coast Airport Holdings Limited (3917540) Director, Todd Property Pegasus Town Services Limited (3250819) Director, Todd Property Whitby Development Limited (4102938) Director, Bellus Apartments General Partner Limited (5830670) Director, Verto Apartments General Partner Limited (5716247) Director, Priory Pastoral Farm Limited (1370798) Director & Shareholder, Kokako Farms Limited (152400) Director, Priory Pastoral Developments Limited (1472500)</p>
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	<p>Party to a Deed of Indemnity and Undertaking between the Director and the Company and an insured party under a Directors and Officers Liability Insurance Policy and a Defence Costs Insurance Policy arranged and funded by the Company</p>
Director	Roles & Responsibilities outside of ATEED
Glenys Coughlan	<p>Director, Dunedin Venues Management Limited (2298338) Director & Shareholder, GJ & Company Limited (6095649)</p> <p>Party to a Deed of Indemnity and Undertaking between the Director and the Company and an insured party under a Directors and Officers Liability Insurance Policy and a Defence Costs Insurance Policy arranged and funded by the Company</p>
Director	Roles & Responsibilities outside of ATEED
Mike Taitoko	<p>Director and Shareholder of Waiora Consulting Limited (5330302) Director and Shareholder of Waiora Pacific Limited (3887379) Director, Canvasland Holdings Limited (429999) Director, Cognition Education Limited (963400) Director, Committee For Auckland Limited (1121413) Director, Maratini Holdings Limited (6261547) Director, Mercury LTI Limited (4387380) Director, Mercury NZ Limited (936901) Director, Takiwa Health Limited (5783499) Advisory Board Member of Massey University School of Business</p> <p>Party to a Deed of Indemnity and Undertaking between the Director and the Company and an insured party under a Directors and Officers Liability Insurance Policy and a Defence Costs Insurance Policy arranged and</p>

	funded by the Company
Director	Roles & Responsibilities outside of ATEED
Danny Chan	Director and Shareholder, A1 FLOWER WHOLESALERS LIMITED (810599) Director and Shareholder, ALPHA ASSET MANAGEMENT LIMITED (645615) Director and Shareholder, ARN INVESTMENTS LIMITED (2192871) Director and Shareholder, FLOWERZONE INTERNATIONAL LIMITED (582216) Director and Shareholder, FLOWERZONE TURNERS LIMITED (491878) Director and Shareholder, GRIFF TRADING LIMITED (1212490) Director and Shareholder, LADY WHITE SNAKE FILM LIMITED (1531000) Director and Shareholder, NEW EDUCATION INVESTMENT LIMITED (323228) Director and Shareholder, ORIENT ASSET MANAGEMENT LIMITED (424595) Director and Shareholder, ORIENT PACIFIC INVESTMENTS LIMITED (1169701) Director and Shareholder, ORIENT PACIFIC MANAGEMENT LIMITED (1169702) Director and Shareholder, ORPAC INTERNATIONAL LIMITED (668742) Director and Shareholder, PLANIT PRODUCTS NZ LIMITED (1812117) Director and Shareholder, RHINO SECURITY LIMITED (1218758) Director and Shareholder, SHARP MULTI-MEDIA LIMITED (1222077) Director and Shareholder, SHARP MULTI-MEDIA PRODUCTION LIMITED (1488659) Director and Shareholder, SIMTUTOR LIMITED (5285041) Director and Shareholder, SUMFOOD LIMITED (6281982) Director and Shareholder, TAHERE CALLA & BULB COMPANY LIMITED (620632) Director and Shareholder, TAHERE CALLAS LIMITED (541102) Director and Shareholder, TALAFORD INVESTMENTS LIMITED (243773) Director and Shareholder, THE ACADEMIC COACHING SCHOOL LIMITED (1218520) Director, ABANO HEALTHCARE GROUP LIMITED (13802) Director, ASIA PACIFIC CENTRE FOR FOOD INTEGRITY LIMITED (4798639) Director, BOSS SYSTEMS LIMITED (1566017) Director, CARBONSCAPE LIMITED (3953398) Director, CLUB Q CONDOMINIUMS LIMITED (366215)

	<p>Director, COTTAGE DESIGN LIMITED (553363) Director, DANTING INVESTMENTS LIMITED (1101054) Director, DIABETIC FOOD LIMITED (5785571) Director, EDUCATION INVESTMENT LIMITED (2099558) Director, ENROLMY LIMITED (5746128) Director, EVERGROW PROPERTIES LIMITED (638821) Director, FASTCOM LIMITED (2292668) Director, FMG INSURANCE LIMITED (1801045) Director, GLOBAL ACADEMIC GROUP HOLDCO LIMITED (5789309) Director, GREEN CUT LIMITED (2200640) Director, GREEN HARVEST EXPORTS LIMITED (424593) Director, GREEN HARVEST PACIFIC HOLDINGS LIMITED (912715) Director, GREEN HARVEST PACIFIC LIMITED (807760) Director, MARLBOROUGH WINE ESTATES GROUP LIMITED (5639568) Director, NEW ZEALAND YACON LIMITED (3893137) Director, ORIENT PACIFIC CORPORATION LIMITED (482579) Director, PISCES TRUSTEES COMPANY LIMITED (4364838) Director, SEAPLIES INTERNATIONAL (NELSON) LIMITED (931103) Director, SIMTICS LIMITED (1405985) Director, TAHERE GROUP LIMITED (6090882) Director, TURNERS FLOWER EXPORTS N.Z. LIMITED (1677418) Shareholder, AIRE CUT COMPANY LIMITED (1255160) Shareholder, B.L.TECH LIMITED (4425298) Shareholder, CLOUD M LIMITED (3170790) Shareholder, DANTING INVESTMENTS LIMITED (1101054) Shareholder, IMONITOR INTELLECTUAL PROPERTY LIMITED (1874643) Shareholder, ORGANIC INITIATIVE LIMITED (5595738) Shareholder, RAWHITI MANUKA HONI LIMITED (2369144) Shareholder, SHORTLAND FLATS LIMITED (41534) Shareholder, SIMTUTOR LIMITED (5285041)</p>
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	<p>Shareholder, SUPERTHRILLER JET SPRINT LIMITED (110844) Shareholder, THE CABLE FERRET COMPANY LIMITED (4482398) Shareholder, THE CAREER ACADEMY LIMITED (1245347) (Removed) Shareholder, THE DIGITAL CAFE LIMITED (6094889) Shareholder, VOLT TECHNOLOGY LIMITED (5684947) Shareholder, ZENITH ASSET MANAGEMENT LIMITED (1770979) Member, NZ China Advisory Council (appointed 20 November 2012) Member, NZ Markets Disciplinary Tribunal Director, Farmers Mutual Group (Mutual Society)</p> <p>Party to a Deed of Indemnity and Undertaking between the Director and the Company and an insured party under a Directors and Officers Liability Insurance Policy and a Defence Costs Insurance Policy arranged and funded by the Company</p>
Director	Roles & Responsibilities outside of ATEED
<p>Helen Robinson</p>	<p>Chair Director and Shareholder, Cloud M Limited (3170790) Director and Shareholder, KND Trustees Limited (5691575) Managing Director and Shareholder, Penguin Consulting Limited (1694891) Co-Founder & Executive Director, Organic Initiative Limited (5595738) Director and Chair, The Network For Learning Limited (3897339) Shareholder, KND Investments Limited (1694892) Shareholder, Organic Initiative Limited (5595738) Chair, Valens Group Director, Fulbright NZ Ltd Director, NZ Defence Force Trustee, Aktive Auckland Sport & Recreation Trustee, Robinson Family Trust</p> <p>Party to a Deed of Indemnity and Undertaking between the Director and the Company and an insured party under a Directors and Officers Liability Insurance Policy and a Defence Costs Insurance Policy arranged and</p>

	funded by the Company
Director	Roles & Responsibilities outside of ATEED
Stuart McCutcheon	<p>Director, Lexington Properties Limited (1605485) Chairman of Directors, Auckland Uniservices Limited (373821) Chairman, Universities New Zealand (From 1 January 2017) Director, Universitas 21 International University Network Council Member, University Of Auckland Member, Partnership Board, The Worldwide Universities Network Member, Steering Committee, The Association Of Pacific Rim Universities Trustee, Uk Friends Of The University Of Auckland</p> <p>Party to a Deed of Indemnity and Undertaking between the Director and the Company and an insured party under a Directors and Officers Liability Insurance Policy and a Defence Costs Insurance Policy arranged and funded by the Company</p>
Board Advisor	Roles & Responsibilities outside of ATEED
Sir Pita Sharples	<p>Director, Tu Maori Mai Limited (5584726) Director, Arapita Limited (1369621)</p> <p>Hoani Waititi Marae - Taumata Te Ropu Manataki – Kai ako Te Whare Tu Taua – Tumu Whakaarei Ngā ti Kahungungu iwi – Taumata Te Toa Takitini – Kaumatua advisor Aorangi maori trust board – Kaumatua Rakau Tatathi Marae – Paepae Mahi Tahi trust Board – Member Maori and Pacific Trade Training – Manawhaka haere</p>

	<p>Maori Heritage Council – Member NZ Heritage Trust Board – member Emerge Aotearoa – Board Kaumatua NPM – Patron Te Arapai – Member Auckland Museum Trust Board - Member Auckland Museum Maori Council – Member Special Expert Group on Organ Donation – Member Pacific Leaders Programme – Consultant Matatini – Life Member Zin and Tane Chinese Maori Dance Production – Producer White Ribbon Campaign – Ambassador West Auckland Task Force against Domestic Violence – Member Pillars – Patron Tamaki Makaurau Haka Society – Life Member Unitech Maori Advisor Maori Chinese youth forum – Kaumatua Heritage NZ Pouhere Taonga Trust</p>
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OPEN
January 2018

Chief Executive Review of January 2018

Report to Auckland Tourism, Events and Economic Development Limited Board

Purpose

The purpose of this report is to update the ATEED Board on key activities and results received for the month ending 15 January 2018.

Strategy development

Statement of Intent 2018-21

ATEED received the Mayor's Letter of Expectation for 2018-2021 on 22 December. General messages and priorities focussed on financial accountability, building the group approach and promoting Māori outcomes. The letter outlined the following three strategic priorities for the ATEED Statement of Intent (SOI) 2018-21:

1. Review of ATEED's focus areas to respond to Auckland's economic challenges
2. Actively participate in the integrated governance of urban regeneration priority areas, and leverage Auckland Council's investments in these areas
3. Getting the most from major events in Auckland – specifically Asia Pacific Economic Conference (APEC) and America's Cup.

A draft SOI will be circulated to the Board for feedback in February. An updated SOI will be presented to the Board for approval at its meeting on 23 February, before being submitted to Council by 1 March for shareholder feedback in April/May.

Key strategies

See separate Board papers for ATEED strategy review and *Destination AKL 2018-2025* update.

APTR Governance

Management is continuing to work with Council staff on the establishment of the APTR sub-committee. A progress report will be provided in February.

Stakeholder engagement

Since the last reporting period, most effort has been spent preparing to share ATEED's new three year plan (incorporating economic development and destination strategies) with central government officials, local government officials, mana whenua and elected members. Work has also continued on the Tāmaki Herenga Waka Festival, local board plans, and in advance of the APEC Business Advisory Council (ABAC) meeting being held in Auckland in February.

Media summary

- Management of kauri dieback in the Waitākere Ranges (an important tourism attraction), build up to the ATEED-sponsored ASB Classic and 36th America's Cup (AC36) base options and funding

dominated the news agenda in December. Overall coverage of ATEED or ATEED-related initiatives and issues totalled 628 stories (compared to 1283 in November)

- Other stories of interest that generated 15 or more items:
 - Potential targeted rates for Auckland Airbnb and holiday home owners
 - Council plans to install 'mooring dolphins' off the end of Queens Wharf
 - Pasifika Festival comes back to ATEED to manage.
 - Auckland school supreme winner of YES (Young Enterprise Scheme) Annual Awards.
- 10 proactive and 20 reactive media engagements/requests were recorded
- 3 media releases were issued:
 - Auckland foodscape set to change with launch of The Kitchen Project (1 December)
 - 18 reasons to put Auckland on your holiday wish list for 2018 (20 December)
 - Save the date: New Flavours and sounds for the Tāmaki Herenga Waka Festival (20 December)
- No new media LGOIMAs were received in December. There was one media LGOIMA outstanding as at 31 December – a *NZ Herald* request from September which was extended to all executive spending across the Council group, and is still being collated. ATEED has submitted its approved content, which will form part of the final response.
 - Two non-media LGOIMAs were received in December: funding and grants from the entire Auckland Council group for the 'Bike the Bridge' event. ATEED has not provided any monetary support. This was closed off.
 - Payments for subscriptions by the entire Auckland Council group in the past two years for the Town Hall newsletter produced by McGredy Winder. ATEED has not paid for any subscriptions to the newsletter. The LGOIMA will be closed off in January.

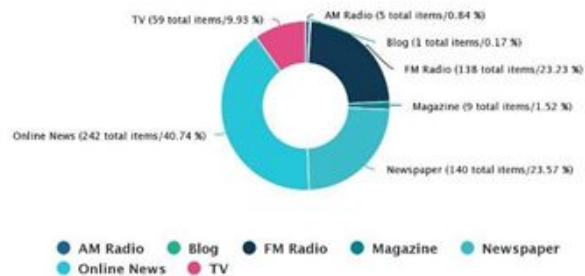
Favorability

	Tone of Voice		
	Neutral	Positive	Negative
Dec 2017	*31%	56%	13%
Nov 2017	4%	78%	18%
Oct 2017	8%	82%	10%

	Share of Voice			
	ME	CORP	BUSINESS	DEST
Dec 2017	36%	14%	4%	*46%
Nov 2017	74%	20%	3%	3%
Oct 2017	77%	9%	6%	8%

*Figures information about the impact of their district, various agencies

Media Type Breakdown – Volume



Note: *Tone of Voice* is a subjective measure. Each story is assessed by ATEED's Communications and Media team based on its potential to positively or negatively influence ATEED or Auckland's reputation in the eyes of the reader/viewer.

Statement of Intent KPIs

As at 31 December, ATEED continued to make good progress on the targets set out in the Statement of Intent (SOI) 2017-19. Progress against KPIs is included in the attached KPI Scorecard (Appendix 1). To the end of December, all but the following three are on track to be achieved by year-end:

Grow the visitor economy

- The Auckland Convention Bureau (ACB) KPI 'value of business event bids won in the financial year' is unchanged and there is a risk that the annual target may not be achieved. The current value

stands at \$9m against the target of \$22m. However, seven bids worth an estimated value of \$13.2m are still pending, and decisions on these bids are expected by 30 June. In addition, there are three bids pending valued at \$10m where the decision will not be known until the next financial year.

Promote Auckland's global identity

- As previously reported, ATEED is unlikely to achieve the target for visits to www.aucklandnz.com. At 31 December, the number of visits stood at 1.06m against the annual target of 3.8m. Work is continuing on search engine optimisation to increase targeted traffic over the long term (six-month timeframe). The status remains unchanged and flagged red (off-track). Significant growth or change is unlikely this year. The KPI will be revised in the 2018/19 SOI due to its low validity with strategic outcomes.
- The associated measure "percentage of visitors located outside of Auckland" continues to track below target (amber status). Existing search marketing budget has been adjusted to focus on people outside of Auckland using Google search, this led to an increase in visitors from 43 per cent to 46 per cent compared to November.

Other comments:

- The Regional Business Partner (RBP) Net Promoter Score remains unchanged at +45 (against target of +50). ATEED has commissioned analysis of the RBP Customer Survey data to provide insights to cause and solutions. This will be completed by the end of Q3 and recommendations determined.

ATEED strategic priorities

Build a culture of innovation and entrepreneurship

GridAKL programme

There were 86 businesses located across the Lysaght (68) and 12 Madden St (18) buildings at the end of November 2017, with 183 residents located at GridAKL / Lysaght Building. An update on events held at GridAKL will be provided in the February report.

Upcoming ATEED-supported business events

Event	Date/s
ATEED hosted ABAC Welcome Event	1 February
Digital Nations Summit	19-20 February
Techweek launch	21 February
ASB Lantern Forum Breakfast	2 March
Local Economic Development Masterclass	22-23 March

RBP Programme

Demand for the RBP programme tapered off in the lead up to Christmas. A total of 524 clients have been Actively Engaged YTD (up 1 per cent from last year) with 31 new clients engaged in December. Almost 60 per cent of the RBP capability voucher fund has been allocated. The number of Callaghan Innovation grants facilitated by ATEED is down slightly on last year, however a strong number of referrals are being made.

Grow and attract skilled talent

Youth employment pathways

In the six months to 31 December, 265 youth had been helped into employment by ATEED-supported programmes, including 140 youth recruited by the 70 employers who participated in JobFest (west) held in October 2017.

BuildAKL campaign results showed that an estimated 1500 young Aucklanders gained employment and 3000 into direct study/training pathways as a result of campaign exposure. These results were well received by campaign partners during a presentation to them on 6 December.

Study AucklandMinistry of Education (MoE) International Student Wellbeing Strategy funding

Study Auckland has received confirmation from the MoE it has approved a funding application of \$50,000 to deliver a new international student leadership coaching programme delivered by Ngati Whatua Orakei. Planning for the project will commence in January to attract international students arriving for the semester one intake.

Attract business and investment**RFP / Studio operator**

The RFP for a Kumeu Film Studios (KFS) and Auckland Film Studios (AFS) operator was released to the market on 8 January, and prospective suppliers will visit KFS and AFS on 24 January. Responses to the RFP will be assessed in February, and negotiations with preferred suppliers are planned to take place in late February / early March. An operator is expected to be in place by 1 May 2018.

Screen Auckland

The Screen Auckland team issued 44 Council film permits in December and managed 68 enquiries.

Potential negative media was averted in December when approval of a permit to film an advertisement for a tobacco company on a public space managed by Auckland Transport was reversed by Auckland Transport. In light of Auckland's progression towards a smoke free city by 2020, the Screen Auckland team is now working to new related guidelines.

Grow the visitor economy**APEC 2021**

An update on the ATEED led APEC21 planning for Auckland was provided to the APEC21 Auckland Executive Steering Group by email prior to close of business in 2017. The inaugural meeting of the steering group has been scheduled for 22 January. The steering group is chaired by Steve Armitage, with members from Council (Dean Kimpton, COO), Auckland Transport (Andrew Allan), and the Mayor's office (Taha MacPherson COS). Work to map the shape of the central city in 2021 continues to progress as a key planning tool.

36th America's Cup (AC36)

At the 14 December Governing Body meeting, the Halsey Basin option was confirmed to enable a planning consent application to be lodged on 15 January 2018. In the meantime, Minister Parker has continued to undertake due diligence on the Wynyard Point option, and is expected to provide a clear conclusion by 25 January.

Vector Lights

As reported in December, the launch of Vector Lights has been confirmed for 27 January 2018 to coincide with Auckland Anniversary weekend. The launch will proceed unless there is an unforeseen weather event which would cause significant impact to the launch plans.

Major events

Upcoming events (next three months):

Event	Date/s	Venue
ASB Classic	1-13 January	ASB Tennis Stadium
Tāmaki Herenga Waka Festival	27-29 January	Viaduct Events Centre
Auckland Pride Parade	17 February	Ponsonby
Auckland Lantern Festival	1-4 March	Auckland Domain
Splore Music and Arts Festival	23-25 February	Tapapakanga Regional Park

Event	Date/s	Venue
Volvo Ocean Race 2018	24 February – 18 March	Auckland Viaduct Harbour
Pasifika Festival	24-25 March	Western Springs

Tāmaki Herenga Waka Festival

The final Mana Whenua Steering Group meeting was held on 11 January. The final festival programme is as follows:

Activity	Date	Time	Venue
ATEED Board site visit	Friday 26 January	3pm – 4pm	Viaduct Event Centre
THWF opening waka parade	Saturday 27 January	7am – 8am	Viaduct Harbour
Powhiri	Saturday 27 January	8am – 9am	Karanga Plaza
VIP function	Saturday 27 January	9am – 10am	Viaduct Event Centre L3
Festival opens	Saturday 27 January	9am	Viaduct Event Centre and Harbour
Closing waka parade and ceremony	Monday 29 January	5:40pm – 6pm	Viaduct Harbour

The Mayor is confirmed to attend the VIP function on 27 January. An invitation has been sent to the Prime Minister and ATEED is waiting for a formal response. Plans are on track to integrate the festival with the Vector Lights launch.

Cash sponsorship has been finalised at \$65,000 against the \$150,000 target. The event will be delivered to the bottom line available budget.

Tourism

Cruise

Technical documentation to support the resource consent application for the Queens Wharf mooring dolphin is currently being prepared by Panuku. The work is on track for the consent to be lodged by the end of March 2018.

International Destination Marketing

There are currently three international marketing campaigns in the Australian market The Urban List, Trip Advisor and Expedia. For these campaigns ATEED has partnered with well-known brands on a programme of content-focused marketing activity to promote Auckland as a short-break holiday destination. The campaigns attract a significant number of visitors per month. These campaigns support overall objectives.

Health & Safety (H&S)

H&S scorecard for December

 1 incidents reported	 0 near miss reported	 1 new unsafe conditions
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Incidents: One incident was reported in December:

A staff member received a minor bruise to the back of their hand from pulling open the office door with too much force which caused the door to swing open crushing their hand between the wall and the door. An ice pack was used to reduce the swelling and no further action was required.

Near misses: Nil

Unsafe condition/hazard: One unsafe condition was reported in December.

A part of the vinyl flooring in the kitchen had lifted, causing a staff member to trip over it. No injury was sustained and staff member used heavy duty tape to lay it back down.

People and organisational updates

Charmaine Ngarimu has resigned from her role as Head of Communication and Media. Duncan Croft will be acting Head of Communication and Media from 15 January until a formal appointment process is completed.

ATEED culture and values work

Findings and recommendations from the ATEED culture and values work – including decision-making; accessing and sharing information; processes; ATEED policies; how we work and collaborate; and workplace and environment, was shared with the wider organisation on 19 December.

The feedback on workplace and environment has been incorporated into the business case for the lease and will be reflected in the fit-out of ATEED's preferred building.

Internal audit

The following internal audit items will be discussed and reviewed at Audit and Risk Sub-committee on 25 January:

Complete:

- Data Security Review: A number of outstanding recommended actions have been completed.
- Sensitive Expenditure Review: The overall results of this review were very good, resulting in ATEED being rated 'effective.'

Pending:

- Major Events Review: This review is expected to be carried out in the Q4 17/18, following the appointment of Head of Major Events.
- Operational Score Card internal audit: Is set for Q4 17/18, although there is a possibility it may be cancelled, or the scope modified as directed by the Audit & Risk Committee
- Sensitive Expenditure audit: To be discussed by the Audit & Risk Committee, tentatively planned for Q1 18/19.

Outstanding audit recommendations:

- Cyber Security
- Sensitive Expenditure
- Major Events

Section 17a Review

The review has been rolled out across Council. The two reviews carried out to date are communications and engagement, and investment attraction and global partnership. The main feedback, to date, has been to find ways of generating additional external revenue for services provided. Future cost savings, based on external revenue, have been identified and built into the LTP budget.

A procurement review is underway and expected to be submitted to Council in February. The impact of this is expected to be minimal as ATEED uses Council Shared Services.

Recommendations

1. The report be received.

Attachments

1. ATEED SOI KPI scorecard for year-ending December 2017
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Signatory

Nick Hill, ATEED Chief Executive

Appendix 1: ATEED SOI KPI scorecard for year-ending December 2017

ATEED KPI Scorecard						Dec-17
ATEED SOI KPIs	Measurement	Date of Measure/latest available result date	Latest Result	Annual Target to 30 June 2018	Status	
Build a culture of innovation and entrepreneurship						
Number of businesses taking up tenancy at GridAKL (Wynyard Quarter Innovation Precinct) (cumulative) and percentage "Innovation-led" ¹	Number & (%)	31-Dec-17	86 (80%)	100 (70%)	●	
Number of individual entrepreneurs supported through an ATEED delivered or funded entrepreneurship programme	Number	30-Jun-17		1500	Annual measure	
Level of advocacy by stakeholders involved in the provision of business advice, start-up, training & mentoring programmes. ²	Index	31-Dec-17	+45	+50	●	
Number of actively managed business through Regional Business Partner programme	Number	31-Dec-17	524	750	●	
Number of businesses that have been through an ATEED programme or benefitted from an ATEED intervention (LTP Measure)	Number	30-Jun-17		3000	Annual measure	
Number of Māori businesses that have been through an ATEED programme or benefitted from an ATEED intervention (LTP measure)	Number	30-Jun-17		120	Annual measure	
Attract business and investment						
Facilitation of the establishment, or significant expansion, of multinational and local companies in target sectors (LTP Measure)	Number	6-Dec-17	0	5	●	
Number of intensively account managed customers in ATEED Aftercare programme (Aroha Auckland)	Number	6-Dec-17	60	85	●	
Total GDP contribution of deals effected with ATEED involvement	\$(million)	6-Dec-17	52.6	59.6	●	
Value of investment deals effected by ATEED within the financial year	\$(million)	6-Dec-17	89.7	292	●	
Grow and retain skilled talent						
Number of 'live' signatories to the Youth Traction Hub Employers Pledge (LTP Measure)	Number	30-Oct-17	69	50	●	
Number of young people enabled into employment as a result of ATEED and partner activity (Youth - incl. Māori and Pacific youth)	Number	31-Dec-17	265	500	●	
Number of expressions of interest from skilled migrants in working and living in Auckland resulting from ATEED Marketing activity (Talent) - via LinkedIn	Number	19-Dec-17	1315	1500	●	
Growth in value of international student spend to Auckland	\$(billion)	31-Dec-16		2.306	Annual measure	
Grow the visitor economy						
Number of international business event bids submitted or supported	Number	31-Dec-17	23	35	●	
Business event bid win/loss ratio (based on results received in financial year) ⁴	%	31-Dec-17	56	60	●	
Value of business event bids won in financial year	\$(million)	31-Dec-17	8.9	22	●	
Percentage of customers satisfied with visitor information centres and services (LTP Measure)	%	31-Dec-17	98	85	●	
Contribution to regional GDP from major events invested in (LTP measure)	\$(million)	7-Nov-17	6.2	49	●	
Percentage of Aucklanders who agree events make Auckland a great place to live (engender pride and sense of place)	%	30-Jun-17		80	Annual measure	
Visitor nights generated by major events invested in	Number	7-Nov-17	60,690	165,000	●	
Percentage of customers satisfied with delivered major events (LTP measure)	%	7-Nov-17	86	85	●	
Build Auckland's global brand identity						
Total visits to www.aucklandnz.com (LTP Measure)	Number (million)	31-Dec-17	1.06	3.8	●	
Percentage of visitors to www.aucklandnz.com located outside of Auckland	%	31-Dec-17	46	50	●	
Local economic development						
Percentage of approved local economic development projects delivered by ATEED using local board "Locally Driven Initiatives" (LDI) funding.	%	30-Sep-17	28% funding committed YTD	70	Annual measure	
Mana whenua engagement						
Percentage Mana Whenua satisfaction with quality of engagement	%	31-Jul-17		Maintain / improve	Annual measure	
Monitoring indicator						
Spend by visitors in Auckland ³	\$(million)	31-Oct-17	2451	6617	●	
<p>Key:</p> <p>● On track / Target exceeded ● Off track</p> <p>● Potential for Slippage — No recent result</p>						
<p>1 Innovation-led is defined as businesses developing new or improved technologies or services</p> <p>2 New measure replacing the previous percentage stakeholders satisfied with provision of business advice, start-up, training & mentoring programmes (LTP Measure). The change reflects the new methodology (Net Promoter Score) adopted by NZTE for the Regional Business Partners programme. The new metric captures stakeholder satisfaction, loyalty and advocacy. A NPS of +50 can be considered as excellent.</p> <p>3 We are reporting year to date figures from July each FY to provide an accumulative view.</p> <p>4 Calculated as wins divided by wins + losses. Does not account for bids pending, not proceeded with, cancelled or not submitted</p>						